

**LEE COUNTY DEPARTMENT OF SOCIAL SERVICES**

**POSITION ANNOUNCEMENT**

**POSTING:** **INSIDE/OUTSIDE 12/13/2010**

**POSITION:** Income Maintenance Caseworker II (Food Nutrition Services)

**DATE AVAILABLE:** January 2, 2011

**SALARY/GRADE:** Grade 63, \$32,651  
Range \$32,651 – 45,713

**DUTIES/RESPONSIBILITIES:** This position will be assigned to administer the eligibility process for Food Stamps. This worker will be on intake on a rotating basis and will process these applications. This worker will maintain a caseload by processing redeterminations, quarterly reports and changes.

Employees may be called upon in case of disaster, either natural or man-made, to serve the citizens of Lee County. This service, if required, will take precedence over duties described in this position vacancy announcement.

**EXPERIENCE/REQUIREMENTS**

**CASEWORKER II:** One year of experience as an Income Maintenance Caseworker. Preference will be given to those individuals with current Food Nutrition Services experience.

**CLOSING DATE FOR APPLICATIONS: December 21, 2010 at 5:00 p.m.**

Submit a completed State Application to the attention of Lee County Department of Social Services Personnel Office, 530 Carthage Street, PO Box 1066, Sanford, NC 27331. **NO RESUMES ACCEPTED UNLESS A COMPLETED STATE APPLICATION FORM IS ATTACHED.**

Pre-employment drug screening required.  
EQUAL OPPORTUNITY EMPLOYER